

CITY COUNCIL

Housing, Economic Development and Strategies Committee

**Monday, January 7, 2013
5:00 pm
City Council Office**

The Housing, Economic Development and Strategies Committee's responsibilities includes Housing Planning strategies, Building Code/Inspection, Economic Development, Citywide Economic Development Programs, Small Businesses, Business Improvement Districts and Enterprise Zones.

Committee Members: Randy Corcoran (Chair), Marcia Goodman Hinnershitz (Vice-Chair) and Jeffrey Waltman

Although Council committee meetings are open to the public, public comment is not permitted at Council Committee meetings. However, citizens are encouraged to attend and observe the meetings. Comment from citizens or professionals during the meeting may be solicited on agenda topics via invitation by the Committee Chair.

All electronic recording devices must be at the entry door in all meeting rooms and offices, as per Bill No. 27-2012

- I. Property Maintenance – R. Natale**
 - 1. Review PM Monthly Report and QoL Monthly Report**
 - 2. Update Certificate of Transfer – start date July 1**
 - a. Number of illegal units identified during inspections
 - 3. Outcomes of MDJ Rulings on Codes Cases**
 - Guilty, Not Guilty, Dismissed*
 - 4. Update on Amnesty Program**
- II. Update on Zoning Backlog and Start of Hearings**

Number of letters mailed to properties that will be heard by the hearing master & City Council

III. CD - L. Agudo

- 1. Update on Microloan Program Loans (delinquent & current)**
- 2. Update on Implementation of Housing Strategy**
- 3. Update on Status of Economic Development Strategy**
- 4. Status of Implementation of Market Value Analysis**
- 5. Update on Main Street Application**

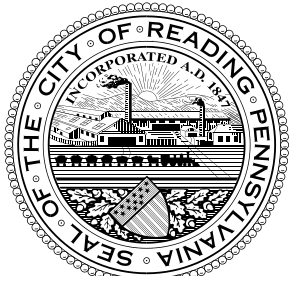
IV. End to End Review of Housing Process - *scheduled for January Work Session*

V. Update on Comprehensive Plan

VII. Other Matters

Follow Up Items

- Plumbing Code Amendment
- Report on disposition of Codes Cases at MDJ Hearings - ongoing
- Request receipt of monthly Codes Report - ongoing
- Review RFPs for Delinquent BPL and other fee/tax collection
- Resolution to fund Micro Loan Enterprise Program - complete
- Housing & Economic Development Strategy update
- End to end review of Housing process - JANUARY
- List of Backlog properties and status
- Update on Comprehensive Plan – JANUARY
- Review of Section 8 Vouchers and Voucher Program - FEBRUARY
- Status on Implementation of MVA – JANUARY
- Update on Housing and QoL Amnesty Program - FEBRUARY



CITY COUNCIL

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Meeting Report Monday, December 3, 2012

Committee Members Attending: M. Goodman-Hinnershitz, Acting Chair, J. Waltman,

Others Attending: L. Kelleher, R. Natale, C. Younger, L. Agudo, C. Peiffer, J. Orrs, B. Rivera

Ms. Goodman-Hinnershitz, Chair, called the meeting to order at approximately 6:45 pm.

Update on Zoning Backlog

Mr. Peiffer stated that they are working on identifying the number of files to be reviewed which he approximates to be 280 separate parcels; 85% of them (or approximately 235) to be reviewed by hearing master. He said that denial letters will go out starting this week (starting with only 20) using that amount as a sample to determine the number of applications that can be handled.

Mr. Waltman asked for clarification on the number of parcels that need to receive letters because he recollects that there was a list provided by Mr. Kersley and it indicated a different number not coinciding with Mr. Peiffer's.

Mr. Peiffer stated that those numbers may have been estimated by Mr. Kersley at that time and that he would meet with him to obtain clarification. He stated that out of 280 identified files, 6% go to a full council hearing.

Mr. Natale explained that some of those are the same files but certain things may have

been missing so they remain in the identified files.

Ms. Goodman-Hinnershitz stated that the different processes that have been utilized to acquire this information in the past may be causing some confusion with the current processes being used.

Mr. Peiffer agreed and stated that it is taking longer for that very reason.

Mr. Waltman reiterated that perhaps with the meetings taking place between Mr. Kersley and Mr. Peiffer, they will be able to come up with more accurate numbers and narrow down the discrepancies.

Mr. Peiffer explained that his numbers are all estimates at this point.

Ms. Goodman-Hinnershitz stated her concern regarding so many transiciencies in those working these processes; it is creating challenges for those currently working these numbers. She suggested that perhaps council can adopt a resolution with a very specific process in place that will eliminate some of these time-consuming challenges.

Mr. Peiffer estimated that given another month and a half, they can have that number (1400) in the format that is currently being utilized.

Ms. Kelleher stated that we all need to keep in mind that prior to Mr. Peiffer, a different set of eyes was reporting this.

Mr. Agudo stated that he estimates 6% of 1500 to be heard by Fall; breaking this down to 10% by district. There will be approximately 225 to 250 hearings until the final numbers actually come in. That being said, he stated that he needs to work with council to triage the hearings and asked how council members want to do this.

Ms. Kelleher stated that the hearings can be handled with assistance from Ms. Katzenmoyer and she has also stated that the law department can help should assistance be needed with the time constraints involved.

Mr. Waltman stated that he believes that this whole process is just taking so much time.

Mr. Agudo explained that though it is taking long, great progress has been made with the assistance of Property Maintenance and he feels confident that by mid-January he will have accurate numbers.

Ms. Goodman-Hinnershitz agreed with Mr. Agudo and feels good about being able to

prioritize better once this is all completed.

Mr. Peiffer reiterated what Ms. Goodman-Hinnershitz said and has even slated working with IT to help the prioritizing process.

Ms. Goodman-Hinnershitz commended Mr. Peiffer on an excellent report.

Property Maintenance

- **Rental Permit Process**

Mr. Natale stated that all Housing packet information put into Hansen will be reportable.

- **Certificate of Transfer**

Mr. Natale stated that the back fees were removed due to a legal challenge based on the current set up. The legal department will review this. He stated that 26 applications have required additional Zoning research since October 17.

- **Rental Housing Fees**

Mr. Natale indicated that when the Fee Schedule is voted on and approved, they will send out a letter (which he distributed a sample of in his report packet). He asked that Council look this over and if any changes or additions are needed to let him know.

Ms. Goodman-Hinnershitz suggested that clarity perhaps in the form of a presentation be given before Council goes to vote on this issue.

Mr. Agudo agreed and would like to expand on the process a bit. He explained that instead of the \$505 inspection fee that has been imposed in 2012, it would only be \$155 for an initial inspection. When they go back to re-inspect the property and proper updates have been made, the homeowner will not have to pay anything else. However, if there are outstanding items, another charge of \$155 will be imposed. When they go back to re-inspect yet again (six months), if the changes have not been made, they will be assessed a penalty fee of \$350. He stated that in doing it this way, he is hopeful that approximately 75% will comply by the 2nd re-inspection and, in essence, will be rewarding “good landlords” by saving them money.

Mr. Agudo stated he will have a model put together so that Council will see how it will work and benefit “good landlords”.

Mr. Waltman asked that if someone has an illegal rental, how long they will be able to continue operating before being completely shut down.

Ms. Goodman-Hinnershitz asked what the follow-up was for placarding.

Mr. Agudo stated that they will try to get them through the Zoning process as long as it is not a safety issue.

Ms. Goodman-Hinnershitz suggested that at the next Committee of the Whole Meeting, they provide a presentation to show how the process will work and answer questions for council members.

Mr. Natale stated that the MDJ Report was attached in the handout and asked if there were any questions regarding it.

No questions were asked.

- **Amnesty Program**

Mr. Natale stated that he is currently working with Maria Kantner and IT for process.

Ms. Goodman-Hinnershitz asked why District 2 QOL is so high.

Mr. Natale stated that he contributes that high number to residents being more aware of their surrounding properties and reporting issues.

CD Microloan

Mr. Agudo stated that the update on the Microloan is 100% in compliance, meaning there is no delinquency. He stated that the program has been very successful. The program has loaned \$374,323.00 of the original \$550,000.00 in EZ-Fred funds, of which, \$44,710.15 has already been repaid.

Housing and Economic Development Strategy

Mr. Agudo stated that he would like to put the Housing Strategy and Economic Strategy together and has asked Mr. Kromer to come in and give a status update on the combined strategies as part of the Comprehensive Plan. He is hopeful to have the process for Economic Development by March 2013.

Mr. Agudo mentioned the RFP and stated that the Mayor and his staff, along with Ms. Snyder and a total of 7 to 10 individuals are committed to submitting the Comprehensive Plan RFP by January 15. He asked if there were questions and none were asked.

As no other business was brought to the table, the meeting adjourned at approximately

7:50pm.

Respectfully submitted by Bea Rivera, Legislative Aide

FOLLOW UP ISSUES

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